

19 march 1965

MEMORANDUM FOR: OCS Staff, Division Chiefs

SUBJECT : Personnel Responsibilities in Development Division

1. Because of the increasing need for CHIVE liaison within OCS as the project moves into the implementation phase, a clarification of the division's personnel responsibilities is needed.

2. The project resides in the Systems Design Branch [redacted], consisting of the Procedures and Index Design Section [redacted], the Development Programming Section [redacted] and the Systems Integration and Support Section [redacted]. Young's group will deal primarily with the non-EDP environment of the project, with computer interface coordinated by [redacted]. [redacted] group will be concerned almost exclusively with programming of the system itself. [redacted] group will provide support programming for file conversion, print-outs of existing files to assist in building indexer aids, and other essentially one-shot jobs. In addition, he will be responsible for test and implementation plans and the hardware aspects of the system.

3. Because of the desirability to free [redacted] et al. from day-to-day coordination activities in order to allow him to concentrate on programming design, I would appreciate your using [redacted] as your principal technical contact on the project. This suggestion is not meant to suppress direct contact with [redacted] but to simplify channels where they need simplification.

4. Close intra-office coordination with [redacted] is desirable particularly in the following areas:

- Programmer training
- IBM contacts related to new soft/hardware developments, schedules, etc.
- OCS technical policies and plans
- Software packages developed by OCS
- CHIVE hardware requirements
- Vendor contacts related to CHIVE
- Machine scheduling problems
- Computer center procedures

Chief

Development Division

Distribution:

Originals

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1 - Admin. Staff ; Plans Staff ; Applications Div. ; Operations Div.

2/17/65

<u>Date</u>	<u>Begin</u>	<u>Complete</u>
4/65		Phase II review completed.
	Approval granted to proceed into Phase III.	
	Enlarged CSS (five people) on board; review of indexing procedures begins. China Test Branch nucleus formed - tool building begins.	
	Program design underway.	
	Identification and conversion of OCR data files begins.	
5/65		Document Delivery System selected and ordered.
6/65		EDP equipment (IBM 360/Mod 30) on site (Mod 40 ordered).
	Begin outlining dissemination procedures.	
7/65		CSS raised to 6 people; China Test Branch T/O identified.
		Program design completed.
	Program development begins.	
8/65		Begin specification of information and summary files; define input/output procedures.
		Page readers selected and ordered.
10/65		360 Special Support available.
11/65		Document Delivery System site selected and prepared.
		360/Mod 30 replaced by Mod 40 (Mod 60 ordered)
12/65		Indexing review completed; tool building completed - indexing procedures established; information analysts identified. Job sheets written for China Test Branch - T/O approval requested.

1/66

Dissemination procedures completed;
CTB brought to ~~near~~ operational strength.

Indexer Training begins.

Mod 60 delivered and accepted.

2/66

Start experimental indexing.

Initial information files fully
defined.

Initial 360 operating system ready.

Alternate test configuration available.

3/66

Document Delivery System delivered
and checked out.

Support files ready.

Remote I/O's installed and tested.

4/66

Complete program unit testing.

5/66

Page readers delivered and checked out.

6/66

Indexing tests completed.

Complete data file conversion.

Identify files to be co-located.

Graphics and Map Library inputs prepared.

Define interaction with OCR.

7/66

CSS raised to seven people. Program development ends.

Final program check out begins.

Document dissemination started; full operational simulation
tests begin.

Graphic and Map LY inputs begin.

LDX installed (?)

9/66

Detail procedures for customer access to China Test. Customer
training under way.

System and Operational tests completed.

Files co-located.

10/66 Demonstration of operational capability
 available; decision on Phase IV. direction -
 parallel or operational.

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